



Council Action Form

MEETING DATE	Wednesday, November 8, 2017			
TITLE	NEW BUSINESS AGENDA ITEM E: Consider an Ordinance Establishing Wages and Salaries for 2018 (2018 Salary Ordinance) (Ordinance 2017-42, First Read)			
SUBMITTED BY	Name and Title: Town Manager			
	Department: Town Administration			
MEETING TYPE	Work Session Executive	Regular	Special	Retreat
AGENDA CLASSIFICATION	Consent	Presentation	Unfinished Business	New Business
	Ordinance	Resolution	Employment Contract	Proposal
ORDINANCE/RESOLUTION (New ordinances or resolutions assigned a new)	1st Reading	2nd Reading	PUBLIC HEARING	3rd Reading
	Ordinance #: 2017-42		Resolution #:	
CONTRACTS (Contracts must be previously signed by vendor for submission)	<u>Contract Required:</u> Yes No		<u>Signed Contract Attached:</u> Yes No	
APPROVALS/REVIEWS	Department Head		Budget/Finance	
	Assistant Town Manager		Legal Counsel - Steve Unger	
	Town Manager		Other:	
BACKGROUND(Includes Description and justification)	The town is required by state statute to pass an ordinance annually that sets maximum amounts for the wages and benefits of town staff. This ordinance is a first draft and first read only is recommended. The wages and benefits must approved by December 30th of the previous year. Changes from 2017 to 2018 are in red.			

BUDGET AND FINANCIAL IMPACT (Includes project costs and funding sources)	Budgeted \$:	see 2018 Budget
	Expenditure \$:	see 2018 Budget
	Source of Funds \$:	2018 Budget
	Additional Appropriation #:	No
	Narrative:	
Resolution and Ordinance Only	Hold 1st Reading	
	Not Hold 1st Reading	
	Approve on Second Reading	
	Deny Approval	
PROJECT TIMELINE		
STAFF RECOMMENDATION (Town Council reserves the right to accept or deny recommendations)	Staff recommends suspending the rules and adoption on second read	
SUPPLEMENTAL INFORMATION (List of all attachments)	Exhibit A: Matrix, Ordinance	